

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765

REVIEW REPORT
OF
DEPARTMENT OF VETERANS' AFFAIRS
STATE OF INDIANA
JUNE 1, 2001 to APRIL 30, 2004



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AGENCY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Mr. William Jackson	01-08-01 to 01-10-05
Chairman	Mr. Omar Kendall	04-19-01 to 01-29-02
	Mr. Frank Littleton	01-29-02 to 02-27-03
	Mr. Joseph Riley	02-27-03 to 02-20-04
	Mr. William Brewer	02-20-04 to 02-19-05



STATE OF INDIANA

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STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2765

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF DEPARTMENT OF VETERANS' AFFAIRS

We have reviewed the receipts, disbursements, and assets of the Department of Veterans' Affairs for the period of June 1, 2001, to April 30, 2004. The Department of Veterans' Affairs management is responsible for the receipts, disbursements, and assets.

Our review was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. A review is substantially less in scope than an examination, the objective of which is the expression of an opinion on the receipts, disbursements, and assets. Accordingly, we do not express such an opinion.

Financial transactions of this office are included in the scope of our audits of the State of Indiana as reflected in the Indiana Comprehensive Annual Financial Reports.

Based on our review, nothing came to our attention that caused us to believe that the receipts, disbursements, and assets of the Department of Veterans' Affairs are not in all material respects in conformity with the criteria set forth in the Accounting and Uniform Compliance Guidelines Manual for State Agencies, and applicable laws and regulations except as stated in the review comment.

STATE BOARD OF ACCOUNTS

June 28, 2004

DEPARTMENT OF VETERANS' AFFAIRS
REVIEW COMMENTS
APRIL 30, 2004

FIXED ASSET INVENTORY

The fixed asset inventory for the main office of the Department of Veterans' Affairs does not include the acquisition cost of the fixed assets. In addition, the fixed asset inventory for the Indiana Department of Veterans' Affairs Cemetery does not include the asset tag number.

Agencies are responsible for maintaining a manual or automated asset control system for all assets costing more than \$500 but less than \$20,000. The asset information to be maintained by the agencies should include the following:

- (1) Asset Tag Number
- (2) Acquisition Date
- (3) Asset Description
- (4) Acquisition Cost

(Accounting and Uniform Compliance Guidelines Manual for State Agencies, Chapter 10)

DEPARTMENT OF VETERANS' AFFAIRS
EXIT CONFERENCE

The contents of this report were discussed on July 27, 2004, with Mr. William Jackson, Director; and Mr. James Holdeman, Deputy Director. The official response has been made a part of this report and may be found on Pages 6.



Joseph E. Kernan, Governor

William D. Jackson, Director

MEMORANDUM

TO: Charles Johnson, III, State Examiner
State Board of Accounts

FROM: William D. Jackson, Director

DATE: August 17, 2004

SUBJECT: Audit of Agency

The State Board of Accounts performed an audit on the Indiana Department of Veterans Affairs, and we had an Exit Interview with Scott Wright who conducted the audit.

Two discrepancies were noted and action has been taken to correct these two areas. We do not intend to dispute any part of the audit.

I want to compliment Mr. Wright for his professionalism in performing his duties.

WDJ:jh

Enclosure

DEPARTMENT OF VETERANS' AFFAIRS

302 W. Washington Room E-120 • Indianapolis, Indiana 46204-2738
Phone: (317) 232-3910 • Fax: (317) 232-7721 • Toll Free (800) 400-4520

Website Address: www.in.gov/veteran